

**Integration Joint Board
 Finance and Audit Committee**

Report By: Chief Officer Finance and Resources
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FINANCE AND AUDIT COMMITTEE TERMS OF REFERENCE AND ROLE OF THE CHAIR

Purpose of Report:	To outline the Terms of Reference for the Finance and Audit Committee and seek approval for proposals in respect of the role of the Chair.
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Recommendations:	The Finance and Audit Committee is asked to: a) note and implement the committee terms of reference; and b) review the draft Role of the Chair and remit to the Integration Joint Board for approval.
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Implications for IJB:

Financial:	None
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Personnel:	None
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Legal:	None
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Economic Impact:	None
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Sustainability:	None
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Sustainable Procurement and Article 19:	None
Equalities:	No impact
Implications for Glasgow City Council:	None
Implications for NHS Greater Glasgow & Clyde:	None

1. Purpose

- 1.1 The purpose of this report is to outline the terms of reference for the Finance and Audit Committee and seek approval for proposals in respect of the role of the Chair.

2. Terms of Reference

- 2.1 The Finance and Audit Committee Terms of Reference were approved at the Integration Joint Board on 8th February 2016 and is included at Appendix A.

3. Role of the Chair

- 3.1 A draft remit for the role of Integration Joint Board committees is included at Appendix B for review and agreement of the Finance and Audit Committee. Once agreed the draft Role of the Chair should be remitted to the Integration Joint Board for approval.

4. Recommendations

- 4.1 The Finance and Audit Committee is asked to:
- a) note and implement the committee terms of reference; and,
 - b) review the draft Role of the Chair and remit to the Integration Joint Board for approval.



Glasgow City Integration Joint Board – Finance and Audit Committee

Membership as approved by Integration Joint Board on 21 March 2016

Chair - Simon Carr

Vice Chair - Councillor Mhairi Hunter

Voting Members:

Councillor Emma Gillan

Councillor James Adams

John Brown

Ian Fraser

Non-Voting Members:

Peter Millar

Vacancy (non-voting stakeholder)

Remit:

The Audit and Finance Committee is responsible for monitoring the financial performance of the Glasgow Health and Social Care Partnership; reviewing audit and inspection reports; and for promoting the observance high standards of financial propriety.

Specific remit to include:-

- Monitoring internal financial control, ensuring that appropriate financial controls are in place
- Ensuring that performance is monitored against budget and that the budget plan is clearly linked to the strategic plan
- Endorsement of capital schemes promoted by the parent bodies
- Approval of the annual audit plan
- Initiating and undertaking specific audits and/or reviews of any matters falling within the remit of the committee or requested by the Integration Joint Board
- Receiving and considering summaries of internal and external audit reports which relate to any issue falling within the remit of the Integration Joint Board
- Promoting value for money studies and best value
- Taking an overview of the Integration Joint Board's Service Reform programme
- Review of Risk Registers
- Referring back to the Integration Joint Board for its consideration any Service/Financial performance issue which might have implications for policy development coming within the remit of the Integration Joint Board
- Approval of the Annual Accounts and Annual Governance Statement prior to presentation to the Integration Joint Board

- To consider the external auditor's annual letter and associated reports and to report on these to the IJB
- To advise on the effectiveness of relationships between external and internal audit and other inspection agencies

ROLE DESCRIPTION
INTEGRATION JOINT BOARD
SUB-COMMITTEE and COMMITTEE CHAIRS

This role profile applies to Chairs of the Integration Joint Board's Executive Sub-committee; Finance and Audit Committee; and Public Engagement Committee.

- To provide leadership, including initiating policy, where appropriate;
- To chair any Committee, working group etc. in accordance with its terms of reference, fostering and maintaining a disciplined approach by Committee/working group members, maintaining highest standards of conduct and ethics;
- To decide the action to be taken in implementing those matters of policy and performance, relating to the Committee's remit, including where appropriate, monitoring and review;
- To take responsibility, and to be held accountable for, any decisions taken;
- To facilitate the full range of opinions of committee members and the public (as appropriate) at committee and other meetings and ensure that their contributions are controlled in accordance with Standing Orders;
- To respond to or deal with any issues arising from Integration Joint Board meetings;
- To act as a spokesperson within and outside the Glasgow City Health and Social Care Partnership in relation to the Committee's remit;
- To consult interested parties as part of the development and review of policy and the scrutiny of performance, where appropriate;
- To act as an advocate for the Integration Joint Board and Health and Social Care Partnership both internally and externally;
- To develop effective relationships with partner organisations and regional and national bodies as appropriate;
- To communicate the decisions and actions of the Integration Joint Board and its committee as appropriate.